



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Kent A. Berger, CPA, Treasurer
Friends of Mary Landrieu Inc.
650 Poydras Street
New Orleans, LA 70130

Identification Number: C00325126

DEC 03 2002

Reference: April Quarterly Report (1/1/02-3/31/02)

Dear Mr. Berger:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A of your report discloses one or more contributions which appear to exceed the limits set forth in the Act (see attached). You should examine all of your contributions to check for additional excessive contributions. The Committee's procedures for processing contributions should also be reviewed.

An individual or a political committee other than a qualified multicandidate committee may not make a contribution to a candidate for federal office in excess of \$1,000 per election. A qualified multicandidate committee and all affiliated committees may not make a contribution(s) to a candidate for federal office in excess of \$5,000 per election. The term "contribution" includes any gift, subscription, loan, advance, or deposit of money or anything of value made by any person for the purpose of influencing any election for federal office. (2 U.S.C. §441a(a) and (f); 11 CFR §110.1(b), (e) and (k))

If any apparently excessive contribution in question was incompletely or incorrectly disclosed, you must amend your original report with the clarifying information.

FRIENDS OF MARY LANDRIEU INC.

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If any contribution you received exceeds the limits, you may have to refund the excessive amount. The funds can be retained within sixty (60) days of receipt if, (1) the excessive amount was properly reattributed to another person, such as a joint account holder, by obtaining signed written authorizations from each person making the contribution pursuant to 11 CFR 110.1(k)(3), and (2) the treasurer informs the person making the contribution that he or she may request the return of the excessive portion of the contribution if it is not intended to be a joint contribution. Any request from a donor for a refund must be honored.

Alternatively, the funds can be retained if within sixty (60) days of receipt, the excessive amount was properly designated for a different election, by obtaining signed written authorization from the contributor(s) pursuant to 11 CFR §110.1(b)(5) or §110.2(b)(5). Any request from a donor for a refund must be honored.

If the foregoing conditions for reattributions or redesignations were not met within 60 days of receipt, the excessive amount must be refunded. See CFR §103.3(b)(1).

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of your check for any refund and/ or any photocopies of letters reattributing or redesignating the contributions in question. Refunds are reported on Line 20 of the Detailed Summary Page and on a supporting Schedule B of the report covering the period in which they are made. Redesignations and reattributions are reported as memo entries on Schedule A of the report covering the period in which the authorization for the redesignation and/or reattribution is received. (11 CFR §104.8(d)(2), (3) and (4))

The acceptance of excessive contributions is a serious problem. Again, the committee's procedures for processing contributions should be examined and corrected in order to avoid this problem. Although the Commission may take further legal action, prompt action by you to refund or seek redesignation and/or reattribution of the excessive amount will be taken into consideration.

-Commission Regulations require the continuous reporting of all outstanding debts. This report indicates an omission of debts itemized on your previous report(s). (11 CFR §§104.3(d) and 104.11) Please file an amendment to your report to disclose the current status of these omitted debts.

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First USA Bank, NA	\$1,342.06
Hooper, Owen	\$217.80
Louisiana Legislative Black Caucus	\$1,000
Louisiana 1999	\$1,000
NGP Software	\$600
Plante & Associates	\$611.44

-On Schedule B of your report, you have itemized disbursements for which you have failed to include the address. Please amend your report to include the missing information. (11 CFR §104.3(b)(4))

-Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. Examples are "dinner expense", "media", "salary", "polling", "travel", "party fees", "phone banks", "travel expenses", "travel expense reimbursement" and "catering costs". Examples of election day and voter registration activity include "exit polling", "door-to-door get out the vote", "get out the vote phone calls" and "driving voters to the polls". Unacceptable descriptions, which require additional clarification, include but are not limited to "advance", "consulting", "commission", "contract labor", "retainer", "election day expense", "expenses", "invoice", "support", "expense reimbursement", "miscellaneous", "professional services", "get-out-the-vote" and "voter registration". (11 CFR §104.3(b)(4)) Please amend Schedule B of your report to correct the descriptions which do not meet the requirements of the Regulations.

-Schedule B of your report discloses reimbursements to individuals for transactions other than travel, meals and lodging. Please be advised that when itemizing reimbursements to individuals for goods or services, if the payment to the original vendor aggregates in excess of \$200 in an election cycle, a memo entry including the name and address of the original vendor, as well as the date, amount and purpose of the original purchase must be provided. If itemization is not necessary, you must indicate so in an amendment to this report. Please correct your report to include the missing information. (11 CFR §104.9)

-Schedule A of your report discloses contributions from political committees but fails to include the full and/or recognizable name. Reporting only the name of the connected organization, abbreviating the name of the committee so it is unrecognizable or using an indistinguishable acronym is inadequate. (11 CFR §102.14(c) and 104.3(a)(4)(ii)). A listing of the full FEC-registered committee names, FEC Committee ID number

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and approved acronyms can be found on the FEC web site (www.fec.gov) or can be obtained by contacting the FEC Public Disclosure Division. Please amend your report to include the missing information.

-Schedule D of your report fails to supply certain information. Commission Regulations require the full name and address of each creditor, the outstanding beginning and ending balances, any amount incurred during this reporting period, any payment made during this reporting period and the nature or purpose of each debt. All debts must be reported until extinguished or settled. Please amend your report to include the name of creditor. (11 CFR §104.11)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Senate Public Records Office within fifteen (15) days of the date of this letter. Please contact the Senate Public Records Office at (202) 224-0322 for instructions on how and where to file an amendment. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Leah S. Palmer
Senior Campaign Finance Analyst
Reports Analysis Division

**EXCESSIVE
CONTRIBUTIONS ON
THE 2002 APRIL QUARTERLY
REPORT**

**P = Primary Election
G = General Election**

CONTRIBUTOR NAME		DATE	AMOUNT	
DEVILLE	RENWICK P	02/01/2000	\$1,000.00	P
DEVILLE	RENWICK P	02/08/2001	\$500.00	G
DEVILLE	RENWICK P	03/21/2002	\$500.00	P
HERMAN	RUSS M ESQ	08/23/2000	\$500.00	P
HERMAN	RUSS M	02/06/2001	\$1,500.00	P
HERMAN	RUSS M	07/31/2001	-\$1,000.00	P
HERMAN	RUSS M	08/01/2001	\$250.00	P
HERMAN	RUSS M	01/30/2002	\$1,000.00	G
HOFFMAN	DONALD A	11/29/1998	\$250.00	G
HOFFMAN	DONALD A	11/17/2000	\$200.00	P
HOFFMAN	DONALD A	01/05/2002	\$1,000.00	P
HOFFMAN	PAULA	11/09/2000	\$200.00	P
HOFFMAN	PAULA	06/11/2001	\$500.00	P
HOFFMAN	PAULA	05/21/2001	\$300.00	P
HOFFMAN	PAULA	05/21/2001	\$200.00	G
HOFFMAN	PAULA	03/07/2002	\$500.00	P
KOURY	CONNIE A	12/07/1998	\$250.00	P
KOURY	CONNIE A	01/02/2002	\$1,000.00	P
LITTLEPAGE	BEN M	05/25/2000	\$1,000.00	P
LITTLEPAGE	BEN M	03/12/2002	\$500.00	P
METCALF	J TODD	10/04/2001	\$250.00	P
METCALF	J TODD	01/25/2002	\$1,000.00	P
OGILVY	AVIS R	01/23/2002	\$500.00	P
OGILVY	AVIS R	06/03/2002	\$1,000.00	P
ORECK	JULIE WISE	05/23/2001	\$500.00	P
ORECK	JULIE WISE	08/09/2001	\$250.00	P
ORECK	JULIE WISE	03/26/2002	\$500.00	P
SAGINAW CHIPPEWA IND		03/13/2002	\$2,000.00	P
SAGINAW CHIPPEWA IND		03/13/2002	\$2,000.00	G
SMITH	JOE D JR	05/22/2000	\$1,000.00	P
SMITH	JOE D JR	03/01/2002	\$1,000.00	P
SMITH	JOE D JR	03/04/2002	\$1,000.00	P
STEINER	SYLVIA L	08/17/2001	\$1,000.00	P
STEINER	SYLVIA L	03/13/2002	\$1,000.00	P

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CONTRIBUTOR NAME		DATE	AMOUNT	
STERN	WARREN L	12/12/2001	\$250.00	P
STERN	WARREN L	03/11/2002	\$1,000.00	P
TALBOT	BYRON	12/21/1999	\$250.00	P
TALBOT	BYRON	04/13/2000	\$1,000.00	P
TALBOT	BYRON	03/30/2002	\$500.00	P
WEIR	DAVID L	11/04/2000	\$1,000.00	P
WEIR	DAVID L	03/28/2002	\$1,000.00	P
WINTERS	H H	11/18/1997	\$500.00	P
WINTERS	H H	12/27/2001	\$500.00	P
WINTERS	HARRY H	03/27/2002	\$1,000.00	P
Citigroup Inc. PAC - Federal		12/09/1997	\$1,000.00	P
Citigroup Inc. PAC - Federal		05/11/2000	\$1,250.00	P
Citigroup Inc. PAC - Federal		05/31/2000	\$1,250.00	P
Citigroup Inc. PAC - Federal		04/27/2001	\$1,000.00	P
Citigroup Inc. PAC - Federal		08/19/2001	\$500.00	P
Citigroup Inc. PAC - Federal		06/19/2001	\$500.00	G
Citigroup Inc. PAC - Federal		03/28/2002	\$1,000.00	P
SBC Communications Inc. Employee Federal PAC		01/07/2000	\$2,000.00	P
SBC Communications Inc. Employee Federal PAC		05/12/2000	\$2,000.00	P
SBC Communications Inc. Employee Federal PAC		12/12/2000	\$1,000.00	P
SBC Communications Inc. Employee Federal PAC		05/30/2001	\$1,000.00	G
SBC Communications Inc. Employee Federal PAC		11/28/2001	\$1,000.00	G
SBC Communications Inc. Employee Federal PAC		03/21/2002	\$1,000.00	P
Ironworkers Political Action League		08/16/2001	\$2,500.00	P
Ironworkers Political Action League		03/01/2002	\$2,500.00	P
Ironworkers Political Action League		03/25/2002	\$5,000.00	G
Textron Inc. Political Action Committee		05/09/2000	\$2,500.00	P
Textron Inc. Political Action Committee		06/08/2001	\$2,500.00	P
Textron Inc. Political Action Committee		03/05/2002	\$5,000.00	P

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CONTRIBUTOR NAME	DATE	AMOUNT	
Lyondell Chemical Company PAC	08/02/2000	\$1,000.00	P
Lyondell Chemical Company PAC	12/20/2000	\$500.00	P
Lyondell Chemical Company PAC	03/21/2001	\$1,000.00	P
Lyondell Chemical Company PAC	05/14/2001	\$2,000.00	P
Lyondell Chemical Company PAC	12/26/2001	\$1,500.00	G
Lyondell Chemical Company PAC	12/26/2001	\$500.00	P
Lyondell Chemical Company PAC	03/21/2002	\$1,000.00	P

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